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CENTER FOR EDUCATIONAL  
PERFORMANCE AND INFORMATION

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**DATE:** July 9, 2008

**TO:** Intermediate and Local School District Superintendents, Public School Academy Administrators, SRSD Authorized Users, Food and Nutrition Directors

**FROM:** Margaret M. Ropp, Director, Center for Educational Performance and Information (CEPI) *MMR*

Sally Vaughn, Deputy Superintendent/Chief Academic Officer, Michigan Department of Education (MDE) *Sally*

**SUBJECT: Collection of Supplemental Nutrition Eligibility Data (Free Meal/Milk Program or Reduced Price Meal Program Eligibility) in the Single Record Student Database (SRSD) and the Michigan Student Data System (MSDS) for Fall 2008**

As you know, MDE and CEPI have been working diligently with the Michigan Department of Information Technology (MDIT) and Compuware to deliver the new Michigan Student Data System in time for the October 31, 2008, supplemental nutrition eligibility counts. Meeting this deadline would have allowed us to remove Field 31: Supplemental Nutrition Eligibility from the SRSD, as well as eligibility counts from the Michigan Electronic Grants System (MEGS) system.

Modifications in the MSDS deployment and training schedule have altered this plan and we determined that more time was needed for everyone to prepare for this change. To provide a workable timetable, **CEPI will continue to collect Field 31: Supplemental Nutrition Eligibility in the fall SRSD submission** for accountability reporting, subgroup identification, and poverty indicators. **Field 31 will be a mandatory field.**

**The MSDS Supplemental Nutrition Eligibility data collection for the October 31 count will proceed as planned and will be used for Title I and Section 31a At-Risk allocations.**

In an effort to provide additional testing capacity and minimize duplicative reporting, district authorized users will have the following options for reporting data for the 2008-2009 school year only:

1. **EARLY ENTRY:** District users may pilot the new MSDS collection process by submitting XML files or entering data online.
  - The MSDS collection window will open on October 4, 2008, for district users to begin entering data. Data can be submitted using the XML schema or via on-line data entry within the MSDS. If

district users choose to do so, they can delete their MSDS data prior to November 13, and proceed with the SRSD pre-population option.

2. PRE-POPULATION: District authorized users may choose to have the MSDS pre-populated with the SRSD collection data and make modifications.
  - District users who choose not to utilize the MSDS upload/data entry functions will have their SRSD data loaded into the MSDS on their behalf. Any districts that do not have data in the MSDS staging area as of November 13 (after SRSD closes) will have the data pre-populated for them. Data can then be modified within the MSDS (i.e., adding/removing student records).

**Please note that these options are an interim solution for fall 2008 only.** In 2009, we will proceed with a full deployment of the MSDS Supplemental Nutrition Eligibility collection, which will require a mid-November certification. This unified data set will be used for economically disadvantaged subgroup identification and accountability, as well as allocations.

We thank you for your patience and support as we continue moving through this important transition period from SRSD and MEGS to MSDS. We believe the options available for this fall will provide districts the flexibility needed to successfully complete these data collections while providing a critical test for the new system.